

Please Return Form to: Mike Tennery
Idaho Fuels for Schools Coordinator
 228 East Miles Avenue
 Hayden ID 83835
 FAX: (208) 762-9735
 Phone: (208) 659-3752
 Email: ffsidaho@adelphia.net



Fuels for Schools Wood Energy Program

Pre-Feasibility Assessment Form

Date filled out: _____

Mailing Address: _____

By (name): _____

School/building: _____

County: _____

State: _____

School/Building Phone: _____

FAX: _____

Principal Contact Person: _____

Phone _____

Email: _____

I. SCHOOL/FACILITY INFORMATION

Check One:

- ☐ Elementary
☐ Middle School / Junior High
☐ High School
☐ Other: _____ (describe)

Size of School / Facility _____

Sq. Ft. Heated Space _____

No. of Students: _____

Year of Construction: _____

Year(s) of Major Renovation(s): _____

(first)

(second)

No. of Floors: _____

No. of Buildings: _____

II. HEATING SYSTEM

Configuration: Capacity (BTU or KW)

Heating plant in one location

- ☐ Different heating plants in different locations;
 How many? _____

☐ Individual, room-by-room heating systems

☐ Boiler Room Accessible to Vehicles

How is heat delivered to rooms? (check all applicable)

☐ Hot Water

☐ Steam

☐ Ducted Air

How is space heat generated? (check all applicable)

☐ Hot Water Boiler

☐ Warm Air Furnace (in mechanical room)

☐ Gas Duct Heaters or Rooftop Systems

☐ Steam Boiler

☐ Electric Boiler

☐ Electric Baseboard

☐ Electric Duct Coils

☐ Electric Furnace

☐ Heat Pumps

Describe locations of different parts of the heating system and what building areas are served: _____

III. HEATING FUELS / ENERGY SOURCES

What fuels are used? (check all applicable)

- ☐ Natural Gas
☐ LP Gas (Propane)
☐ No. 2 Fuel Oil / Diesel
☐ Other: _____
Type: _____

Describe fuel storage (number, capacity, location of tanks):

Is this fuel also for: _____

Other Uses: _____

Just Space Heat? _____

IV. DOMESTIC HOT WATER (DHW)

Uses of Domestic Hot Water (check all applicable):

- ☐ Lavatories
☐ Kitchen (for regular hot lunch program)
☐ Gym Showers: Heavily used? ☐ Yes ☐ No
☐ Other Large Uses: _____

What fuels are used? (check all applicable)

- ☐ Natural Gas
☐ LP Gas (propane)
☐ Electric

Type of System (check all applicable):

- ☐ Single tank-type heater
☐ Multiple tank-type heaters
☐ Off heating boiler, with separate storage tank
☐ Hot water generator with separate storage tank
☐ Other
Type: _____

Describe location of heater(s), including areas/used served:

Describe fuel storage (number, capacity, location of tanks):

☐ No. 2 fuel oil

☐ Diesel

☐ Other – Type: _____

V. OTHER INFORMATION

Below provide any other information that will help us understand your space heating and DHW systems:

VI. BUILDING ENVELOPE

Single Pane Glass

Wall type _____

Roof type _____

Double Pane Glass

Insulation Value _____

Insulation Value _____

lease provide drawings of your facility:

Architectural _____ Mechanical _____

Electrical _____

VII. FUEL RECORDS

- Attach list of all separate heating/DHW fuel accounts and what they are for.
- Attach a two-year delivery history for each account of a fuel delivered to the school, on a school-year basis (preferably September through August), including delivery date, gallons and invoiced cost. For natural gas, use metered gas consumption to find cost.
- If electric heat is a major heat source for the school, supply monthly electric billing records, including kilowatt hour usage and cost and (if applicable) monthly peak demand in KW.
- Also attach electric billing history if electric water heaters are used for major DHW loads (excluding lavatories).

Or

- I authorize CTA Architects Engineers to access electronic copies of fuel records from our energy provider.

Signature: _____

Date: _____

Name of Energy Provider: _____

Account # _____

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